

Gary C. Jarvis
Chairman

BettyAnne Rogers
Executive Director



Frank J. Picozzi
Mayor

Michael P. Bedard
Superintendent

Warwick Sewer Authority
125 Arthur W. Devine Boulevard
Warwick, RI 02886
Voice: (401) 739-4949 • Fax: (401) 739-1414

BOARD MEETING AGENDA
Thursday, October 26, 2023, 5:30 P.M.
Warwick Sewer Authority Conference Room
125 Arthur W. Devine Boulevard
Warwick, RI 02886

I. Call to Order

II. Pledge of Allegiance

III. Approval of Minutes

- a. Approval of minutes from the Board Meeting held September 21, 2023.
ACTION:

IV. Industrial Pretreatment Program (IPP) Division

- a. Monthly Activity Report:
DISCUSSION/NO ACTION TO BE TAKEN:

V. Collection Systems

- a. Collections Department Monthly Report: Monthly Activities Update
DISCUSSION/NO ACTION TO BE TAKEN:
- b. Collections Department Monthly Report: Construction Report Updates & Schedules
1. Projects In-Design:
- Oakland Beach Force Main Rehabilitation
 - Northwest Gorton Pond Sewer Construction Project
 - Oakland Beach Pump Station
- DISCUSSION/NO ACTION TO BE TAKEN:
2. Construction Projects
- Bayside- Contract 86B
 - Cedar Swamp Force Main- Contract 94
 - Storage Building- Contract 104
- DISCUSSION/NO ACTION TO BE TAKEN:
- c. Contract 86B: Bayside Sewer Project-Narragansett Indian Tribe Historic Preservation Office (NITHPO) Preservation and Avoidance Monitoring Services
Finance Committee Report:
DISCUSSION/ACTION TO BE TAKEN:
- d. Narragansett Indian Tribe Historic Preservation Office (NITHPO) – Preservation and Avoidance Monitoring Proposal for Contract 86B Bayside- Held from 8/24/23 board meeting
Finance Committee Report:
DISCUSSION/ACTION TO BE TAKEN:

Posted 10/20/2023

- e. Bid Opening October 19, 2023– Contract FF – Construction Rehabilitation
Finance Committee Report:
DISCUSSION/ACTION TO BE TAKEN:

- f. Cedar Swamp Force Main Project Bypass Design
Finance Committee Report:
DISCUSSION/NO ACTION TO BE TAKEN:

VI. Operation and Maintenance Division

- a. Superintendent's Monthly Facility Performance Update Report:
 - Reviewing average flow & chemical composition of discharge.
 - Bioxide update
 - Status of solids & proposed modifications to solids handling
 - Alternative Methods of Sludge Removal
 - SCADA System Update
 - Plant Projects UpdateDISCUSSION/NO ACTION TO BE TAKEN:
- b. Purchase of Two (2) Cross-Collector Chains for Primary Clarifiers
Finance Committee Report:
DISCUSSION/ACTION TO BE TAKEN:
- c. Materials and Installation of Fences at Kerrilyn and Hoxsie Pump Stations
Finance Committee Report:
DISCUSSION/ACTION TO BE TAKEN:
- d. Furnishing and Installation of Three (3) Pumps, Spool Replacement and Grating at the Cedar Swamp Pump Station
Finance Committee Report
DISCUSSION/ACTION TO BE TAKEN:
- e. On-Call Engineering Services-Qualifications Submittals Review Ongoing
Finance Committee Report:
DISCUSSION/ACTION TO BE TAKEN:

VII. Billing Services Division

- a. Monthly Activity Report:
 - Review of Current & Upcoming Billing Activity.
 - Review of Numbers & Total Permit Fees.
 - Closing Requests & Mandatory Connection Letters.
 - Approved Administrative Abatements
 - Safety Valve Monthly Activity
 - Sewer Access Charges for Change of UseDISCUSSION/NO ACTION TO BE TAKEN:
- b. Stipulation Filed with Kent County Superior Court on Behalf of the Warwick Water Department Regarding 16 Beach Avenue
Finance Committee Report:
DISCUSSION/ACTION TO BE TAKEN:

- c. Sewer Assessment for Tax Title Properties
Finance Committee Report:
DISCUSSION/NO ACTION TO BE TAKEN:
- d. Properties Sold at May 2023 Tax Sale
 - Amount of Sewer Revenue Collected for Utility Accounts
 - Number of Accounts Containing Water and Sewer Usage
 - Number of Utility Accounts Without Access to SewerFinance Committee Report:
DISCUSSION/NO ACTION TO BE TAKEN:
- e. Removing Assessment Deferments from Non-Profit Accounts
 - Balance in Full to become due at end of deferment
 - Policies Regarding Undeveloped Properties
 - Circuit Breaker Accounts that no longer qualify
 - Authority of Sewer Board of ReviewFinance Committee Report:
DISCUSSION/NO ACTION TO BE TAKEN:
- f. Policies in Relation to Laterals and Assessments
Finance Committee Report:
DISCUSSION/NO ACTION TO BE TAKEN:

VIII. Administrative Items

- a. FY23 Financial Reports
 - Budget Report as of June 30, 2023Finance Committee Report:
DISCUSSION/NO ACTION TO BE TAKEN:
- b. FY24 Monthly Financial Reports
 - Budget Report as of September 30, 2023
 - Operating Capital 80-799
 - Renewal and Replacement 495-0400
 - Bond Report & Future BondingFinance Committee Report:
DISCUSSION/NO ACTION TO BE TAKEN:
- c. Current Staffing and Vacancies- Update
DISCUSSION/NO ACTION TO BE TAKEN:
- d. Administrative schedule
Board Meeting Schedule for 2024
DISCUSSION/ACTION TO BE TAKEN:

IX. Consent Agenda – Correspondence

- a. WSA Financial Report for September 2023
REVIEW ONLY/NO ACTION TO BE TAKEN:
- b. Notice of Violations- September 2023
REVIEW ONLY/NO ACTION TO BE TAKEN:

X. New Business

Introduction of new business to be docketed for an upcoming meeting or to be referred to the executive director or legal counsel for comment.

DISCUSSION/ACTION TO BE TAKEN:

XI. Old Business

- a. Rebranding of Warwick Sewer Authority

DISCUSSION/ACTION TO BE TAKEN:

XII. Public Comment Period

XIII. Adjournment

This meeting has been scheduled for 10/26/2023 at 05:30 PM.

This notice was electronically filed on the Secretary of State Open Meetings Website on:
10/20/2023 02:51 PM.

This meeting site is handicapped accessible. Individuals requesting interpreter services for the hearing impaired must notify the WSA at (401) 468-4700 at least 48 hours in advance of the meeting.